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தேசிய தொழில் கற்கைகள் நிறுவகம்
National Institute of Labour Studies

2022

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ஆண்டறிக்கை
ANNUAL REPORT

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தொழில் மற்றும் வெளிநாட்டு வேலைவாய்ப்பு அமைச்சு
MINISTRY OF LABOUR AND FOREIGN EMPLOYMENT

NATIONAL INSTITUTE OF LABOUR STUDIES

ANNUAL REPORT

2022

National Institute of Labour Studies
Annual Report 2022

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CHAPTER ONE

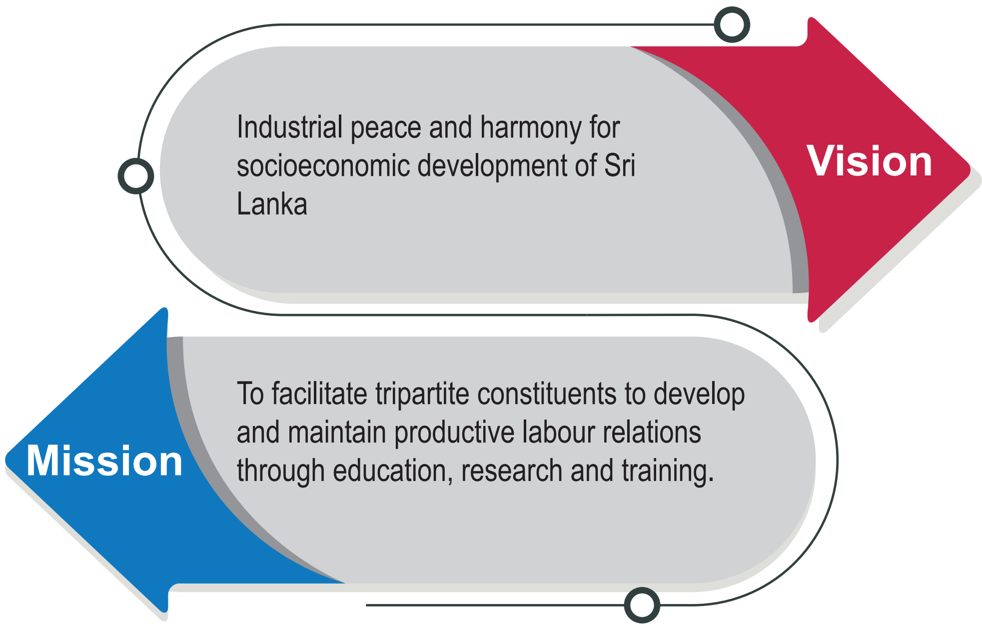
Institutional Profile/ Executive Summary

1.1 Introduction

The National Institute of Labour Studies (NILS) is a statutory body functioning under the purview of the Ministry of Labour. This Institute established on 11th September 2007 was given legal effect by the National Institute of Labour Studies Act, No.12 of 2010. NILS is administered by a Board of Governors consisting of tripartite stakeholders in the field of labour, i.e. the employers, employees and public sector workers.

The primary function of the Institute is to plan and implement training and research activities required for the creation of a productive labour force well informed about labour legislations, laws, rules and regulations. With the objective of rendering a service of greater efficacy, the NILS is housed and maintained on the second floor of the Labour Secretariat.

1.2 Vision and Mission

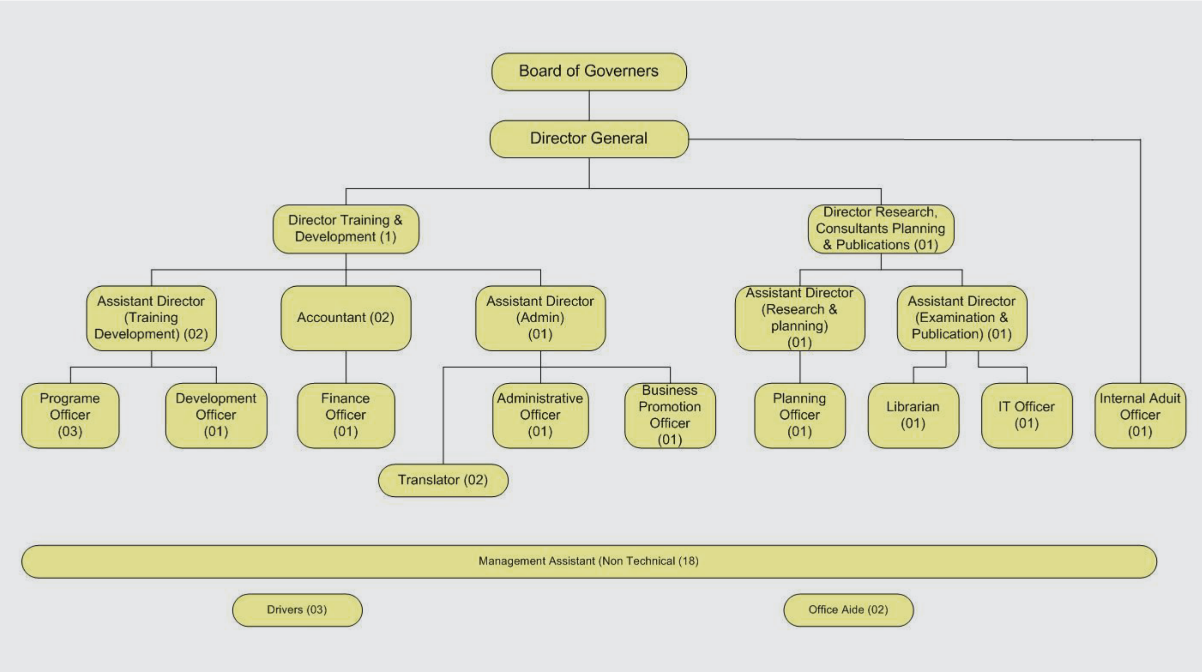


1.3 Key Objects

- To implement workers education programmes with the collaboration of local or foreign institutes, to take measures to ensure welfare of workers in order to make them active partners in the development process;
- To conduct seminars, workshops, conferences and meetings on labour studies and publish magazines, journals, periodicals and books in relation thereto;
- To undertake research, carry out surveys and provide courses of studies relating to labour studies and to establish and maintain libraries and information services;
- To work in close collaboration with institutions, organizations, associations and societies both national and foreign, with similar objectives;
- To conduct courses including Diploma Courses on Labour Studies with the assistance of

Universities and similar institutions and award certificates and diplomas where so required; and
- To engage in and promote activities aimed at maintaining industrial harmony.

1.4 Organizational Chart



1.5 Institutional Administration

For the purpose of administering the affairs of the Institute, the Board of Governors shall exercise, perform and discharge the powers, duties and functions conferred on the Institute by this Act.

The Board of Governors consists of six ex-officio members and thirteen members appointed by the Minister in charge of the subject. The Secretary to the Ministry of the Minister in charge of subject of Labour is the Chairman of the Board and the Commissioner General of Labour is the Vice Chairman.

Table 1.1 The Board of Governors of the NILS (From 01.01.2022 to 31.05.2022)

Name	Position	Institution
Mr. M.P.D.U.K. Mapa Pathirana	Chairman	Secretary, Ministry of Labour
Mr. J.M.S.P.B. Jayathilake	Director General (Acting)	NILS
Mr. D.W.W.P. Gunaratne	Member of the Board of Governors	Deputy Director, Ministry of Finance
Mrs. B.D.M.L. Dharmasena	Member of the Board of Governors	Deputy Director, Ministry of Industries
Prof. H.D. Karunaratne	Member of the Board of Governors	Senior Professor, University of Colombo
Dr. W.S. Chandrasekara	Member of the Board of Governors	Senior Lecturer, University of Colombo

Mr. W.K.L. Weerasinghe	Member of the Board of Governors	Director General, Chief Executive Officer, Employers Federation
Mr. Diththa De Alwis	Member of the Board of Governors	Senior Assistant Director General, Employers Federation
Mr. R. Panditha Koralage	Member of the Board of Governors	Representative of Employers Federation
Dr. Sisira Kodagoda	Member of the Board of Governors	
Mr. Amarapala Gamage	Member of the Board of Governors	Trade Union Representative
Mr. P.K. Sirisena	Member of the Board of Governors	Trade Union Representative
Mr. Bandula Samankumara	Member of the Board of Governors	Trade Union Representative

The Board of Governors of the NILS (From 01.06.2022 to 31.12.2022)

Name	Position	Institution
Mr. R.P.A. Wimalaweera	Chairman	Secretary, Ministry of Labour
Mr. B.K. Prabhath Chandrakeerthi	Vice Chairman	Commissioner General of Labour
Mr. Lal Samarasekara	Director General (Acting)	NILS
Mr. W.M.D. Suranga Gunarathna	Director General (Secondment Basis)	NILS
Mr. S.P.N.P.N. Abeysekara	Member of the Board of Governors	Deputy Director, National Planning Department, Ministry of Finance
Ms. S. Inoka De Alwis	Member of the Board of Governors	Deputy Director, Ministry of Industries

Cadre information

Table 1.2 Cadre information of NILS as at 31.12.2021

Post	Approved cadre	Existing cadre
Director General	01	01
Director (Research, Consultation, Planning & Publications)	01	-
Director (Training & Development)	01	-
Assistant Director/Deputy Director	05	01
Accountant	01	01
Internal Audit Officer	01	-
Business Promotion Officer	01	-
Administrative Officer	01	01

Planning Officer	01	-
Finance Officer	01	-
Programme Officer	03	01
Development Officer	01	-
Information Technology Officer	01	-
Librarian	01	-
Translator	02	-
Management Assistant (Non-Technical)	18	07
Driver	03	01
Karyala Karya Sahayaka	02	01
Total	45	14

CHAPTER TWO

Progress & Future Outlook

2.1 Progress of the Institute

The Institute has conducted training and academic activities centered on two overarching subject scopes for the creation of a productive labour force that contributes to socioeconomic development while maintaining harmonious labour relationships.

1. Labour laws and industrial relations
2. Human resources management
3. Business management

The Institute offers academic and training opportunities required for capacity building of employees, employers and trade union leaders in the public sector and the semi-government sector. Short-term and long-term courses designed for this purpose are organized and conducted. They cover a wide variety of fields including labour laws and industrial relations, human resources management, business management, productivity, office management and procurement.

Resource Persons

Training programmes are conducted by a panel of experienced external resource persons with expertise in the relevant field. Amongst them are university lecturers, former and serving academics of national level education institutes, policy makers and serving/ retired senior officials of the public and private sector institutions.

2.1.1 Diploma Courses

Two diploma courses under the long-term training programmes were completed in the year 2022 and six new diploma courses were commenced during the year.

The modules relevant to the diploma courses are as follows. medium/nvq/online

Diploma course on labour laws and labor relations - Modules relevant to NVQ Level 5

- Introduction to labour relations
- Developing labour force for industrial unity
- Planning industrial relation activities
- Labour laws in industrial relations- Terms and conditions
- Occupational safety and health with applicable laws
- Labour laws in industrial relations- Social security
- Bargaining process for industrial peace
- Employee disciplinary procedures
- Coordination with state institutions and other institutions
- Legal fora and practices regarding labour laws
- Project based assignment
- Work place information management
- Work place communication management
- Planning and scheduling of work on work place

Modules relevant to Diploma Course on Business Management

- Management principles and theories
- Human resources management
- Financial management and accounting
- Marketing management
- Logistics management
- Business law
- Business remodeling
- Production management
- Digital businesses
- Project management
- Innovation management
- Management skills and personality development

Table 2.1 Diploma courses conducted in the year 2022

S.No	Name of the programme	Duration	No. pf participants
1	Labour Laws and Industrial Relations - English medium	2022/ 2023	15
2	Labour Laws and Industrial Relations - Sinhala medium	2022/ 2023	17
3	Diploma in Human Resources Management - Sinhala medium	2022/ 2023	12
4	Diploma in Human Resources Management - Tamil medium	2022/ 2023	31
5	Diploma in Business Management - Sinhala/English medium	2022/ 2023	52
6	Diploma in Business Management - Tamil/English medium	2022/ 2023	31

2.1.2 Certificate Courses

Certificate courses are conducted with the objective of developing knowledge, attitudes and skills of officials of the public, semi-government and private sectors covering the fields of labour laws and industrial relations, human resources management, office management, procurement, internal audit and English and Tamil languages with each component taking up six days.

Table 2.2 Certificate courses conducted in the year 2021

S.No	Name of the programme	Project No.	Date	No. of participants
1	Certificate course on procurement process	NILS/22/TR/C/01	2022.03.03 - 2022.05.19	23
2	English for Office Management Certificate Course	NILS/22/TR/C/02	2022.03.03 - 2022.05.19	20
3	Certificate course on procurement process	NILS/22/TR/C/03	2022.09.29 - 2022.12.01	10
4	English for Office Management Certificate Course	NILS/22/TR/C/04	2022.10.14 - 2022.12.23	11
5	Professional Certificate Course in Office Procedures	NILS/22/TR/C/05	2022.11.10 - 2023.01.26	12
6	Executive Certificate Course on evaluating performance and performance management	NILS/22/TR/OC/04	2022.11.11 - 2023.01.20	17
7	Higher Certificate Course on Human Resources Management, Industrial Relations and Applications of Labour Law	NILS/22/TR/DW/C/01	2022.12.23 - 2023.06.30	75
8	Higher Certificate Course on Human Resources Management, Industrial Relations and Applications of Labour Law	NILS/22/TR/DW/C/02	2022.12.24 - 2023.07.22	75

2.3 Short-term Training Courses

National Institute of Labour Studies conducts short term courses of two-day, three-day and four-day duration at its training centre and at the premises of external institutions upon their requests.

Table 2.3 Training programmes conducted in the year 2022

	Programme	Programme No.	Date	No. of Participants
1	Developing skills of KKSs and drivers for a decent work environment	NILS/22/TR/1D/01	2022.02.22	29
2	Preparing salaries of public officers	NILS/22/TR/1D/02	2022.03.04	27
3	Maintenance of government vehicles	NILS/22/TR/1D/03	2022.03.15	19
4	Importance of Employees' Provident Fund & Employees' Trust Fund	NILS/22/TR/1D0/01	2022.03.28	10
5	Filing	NILS/22/TR/1D/04	2022.04.05	19
6	Role and responsibility of office in charge of leave	NILS/22/TR/1D/05	2022.05.20	9
7	Writing office notes and writing official letters	NILS/22/TR/1D/06	2022.05.25	19
8	Preparing salaries of public officers	NILS/22/TR/1D/07	2022.06.09	18
9	Maintenance of government vehicles	NILS/22/TR/1D/08	2022.06.16	14
10	Effective maintenance of personal files	NILS/22/TR/1D/09	2022.06.29	15
11	Filing	NILS/22/TR/1D0/02	2022.06.30	7
12	Identifying labour laws for decent work environment	NILS/22/TR/1D0/03	2022.08.07	27
13	Preparing salaries of public officers	NILS/22/TR/1D/10	2022.09.08	14
14	Writing office notes and writing official letters	NILS/22/TR/1D/11	2022.09.15	15
15	Role and responsibility of office in charge of leave	NILS/22/TR/1D/12	2022.09.28	21
16	Damages and loses (F.R.)	NILS/22/TR/1D/13	2022.09.29	12
17	Filing System	NILS/22/TR/1D/14	2022.10.12	48
18	Developing skills of KKSs and drivers for a decent work environment	NILS/22/TR/1D/15	2022.10.17	33
19	Effective maintenance of personal files	NILS/22/TR/1D/16	2022.11.09	22
20	Developing skills of KKSs and drivers for a decent work environment	NILS/22/TR/1D/15	2022.10.17	33
21	Effective maintenance of personal files	NILS/22/TR/1D/16	2022.11.09	22
22	Role and responsibility of office in charge of leave	NILS/22/TR/1D/17	2022.11.23	13
23	Preparing Cabinet Memoranda	NILS/22/TR/1D/18	2022.11.28	12
24	Preparing salaries of public officers	NILS/22/TR/1D/19	2022.11.29	24
25	Writing office notes and writing official letters	NILS/22/TR/1D/20	2022.11.30	29
26	Maintenance of government vehicles	NILS/22/TR/1D/21	2022.12.01	23
27	Damages and loses (F.R.)	NILS/22/TR/1D/22	2022.12.02	19

28	Role and responsibility of office in charge of leave	NILS/22/TR/1D/23	2022.12.02	23
29	Filing System	NILS/22/TR/1D/24	2022.12.17	10

- Two-day training programmes conducted in the year 2022

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	Programme	Programme No.	Date	No. of Participants
1	Procurement Process for ancillary staff	NILS/22/TR/2D/01	2022.03.08 & 09	15
2	Annual board of survey	NILS/22/TR/2D/02	2022.03.24 & 25	19
3	Office management and Financial Regulations	NILS/22/TR/2D/03	2022.05.30 & 31	22
4	Minimizing shortcomings and delays of Procurement Committees and Technical Evaluation Committees	NILS/22/TR/2D/04	2022.05.26 & 27	17
5	Office management and Financial Regulations	NILS/22/TR/2D0/01	2022.07.18 & 19	15
6	Developing skills of drivers	NILS/22/TR/2D/05	2022.08.23 & 24	6
7	Accounting role and responsibility	NILS/22/TR/2D/06	2022.08.25 & 26	21
8	Developing skills of Management Service Officers and Development Officers	NILS/22/TR/2D/07	2022.09.20 & 21	27
9	Annual board of survey	NILS/22/TR/2D/08	2022.10.04 & 05	27
10	Annual board of survey	NILS/22/TR/2D/09	2022.11.15 & 16	12
11	Answering audit queries	NILS/22/TR/2D/10	2022.11.21 & 28	9
12	Office management and Financial Regulations	NILS/22/TR/2D/11	2022.11.21 & 28	20

Table 2.4 Three-day courses conducted in the year 2022

	Programme	Programme No.	Date	No. of participants
1	Disciplinary procedure	NILS/22/TR/3D/01	2022.10.12, 19 & 26	23

2.5 Customized training programmes (A training programme designed by the institution on the request of other institutions)

Customized training programmes are held at the training centre of NILS or in the institution or organization which made the request.

Table 2.6 Customized training programmes held in the year 2022

	Programme	Programme No.	Date	No. of participants
1	Procurement process certificate course	NILS/21/TR/In House/09		20
2	File management	NILS/22/TR/In-house/01	2022.02.08	50
3	Management principles	NILS/22/TR/In-house/02	2022.03.19	6
4	Office methods	NILS/22/TR/In-house/03	2022.03.16	27
5	Financial administration methods	NILS/22/TR/In-house/04	2022.04.22	3
6	Office methods and subject knowledge	NILS/22/TR/In-house/05(I)	2022.06.09 & 10	36
7	Personnel management & administrative method and Information Communication Technology (Tamil medium)	NILS/22/TR/In-house/05(II)	2022.06.16 & 17	5
8	Office methods, Financial Regulations and subject knowledge	NILS/22/TR/In-house/05(III)	2022.06.21 & 22	20
9	Subject knowledge and computer test	NILS/22/TR/In-house/05(IV)	2022.06.22	5
10	Personnel management & administrative method and Information Communication Technology (Sinhala medium)	NILS/22/TR/In-house/05(V)	2022.06.23 & 24	25
11	Office methods and subject knowledge	NILS/22/TR/In-house/05(VI)	2022.06.28 & 29	60
12	Computer knowledge	NILS/22/TR/In-house/06	2022.06.21 & 22	14
13	Establishments Code/ Subject knowledge/ General test	NILS/22/TR/In-house/07	2022.08.01	18
14	Establishments Code/ subject knowledge / General Test	NILS/22/TR/In-house/08	2022.09.13 & 14	10
15	Establishments Code/Public Finance Management/ General Test	NILS/22/TR/In-house/09	2022.09.26 & 27	4
16	Stores Management	NILS/22/TR/In-house/10 (I)	2022.10.14	8
17	Stores Management	NILS/22/TR/In-house/10 (II)	2022.10.21	9
18	Office and Financial Management	NILS/22/TR/In-house/11	2022.10.20	11
19	Office methods/ Accounting methods	NILS/22/TR/In-house/05(VII)	2022.10.12 & 13	9
20	Oral test for drivers	NILS/22/TR/In-house/05(VIII)	2022.10.25	17
21	Oral test for KKSs	NILS/22/TR/In-house/05(XI)	2022.10.25	17
22	Subject knowledge (Development Officers- Tamil medium)	NILS/22/TR/In-house/05(X)	2022.10.28	2
23	Office Management, Financial administration and Human Resources Management	NILS/22/TR/In-house/05(XI)	2022.11.10	4
24	Oral test for drivers	NILS/22/TR/In-house/05(XII)	2022.11.17	5
25	Computer knowledge (Tamil medium)	NILS/22/TR/In-house/05(XIII)	2022.11.30	2

26	Office methods and general knowledge	NILS/22/TR/In-house/12 (I)	2022.11.09 & 10	91
27	Financial methods	NILS/22/TR/In-house/12 (II)	2022.11.12	63
28	Subject related knowledge	NILS/22/TR/In-house/12 (III)	2022.11.12	8
29	Recruitment process	NILS/22/TR/In-house/12 (IV)	2022.11.15	42
30	Subject knowledge	NILS/22/TR/In-house/12 (V)	2022.11.19	70
31	Public Finance Management	NILS/22/TR/In-house/12 (VI)	2022.11.20	7
32	Computer knowledge	NILS/22/TR/In-house/12 (VII)	2022.11.17 & 22	34
33	Workshops on office management and financial management (targeting efficiency bar examinations)	NILS/22/TR/In-house/13	2022.11.30	4
34	Discipline and office etiquettes	NILS/22/TR/In-house/14	2022.12.10 & 11	75
35	Secretarial practices –Two day course	NILS/22/TR/In-house/15	2022.12.16& 17	3
36	Filing and preparation of salaries and wages	NILS/22/TR/In-house/16	2022.12.21& 22	40
37	One day training programme for Information Officers & Junior Executives on the right to Information Act	NILS/22/TR/In-house/17	2022.12.23	40

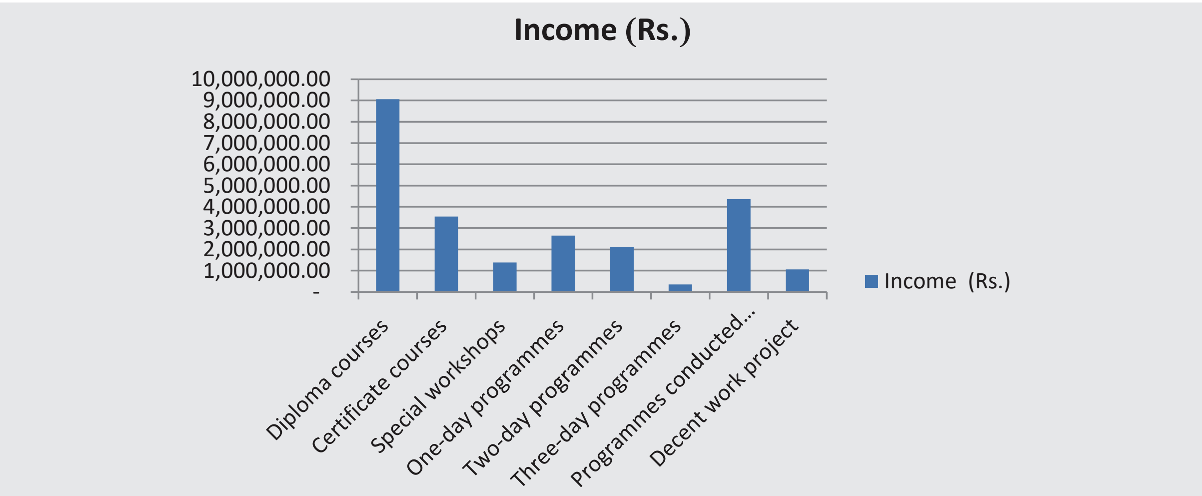
2.1.4 Special Workshops

Table 2.7 Special workshops conducted in the year 2022

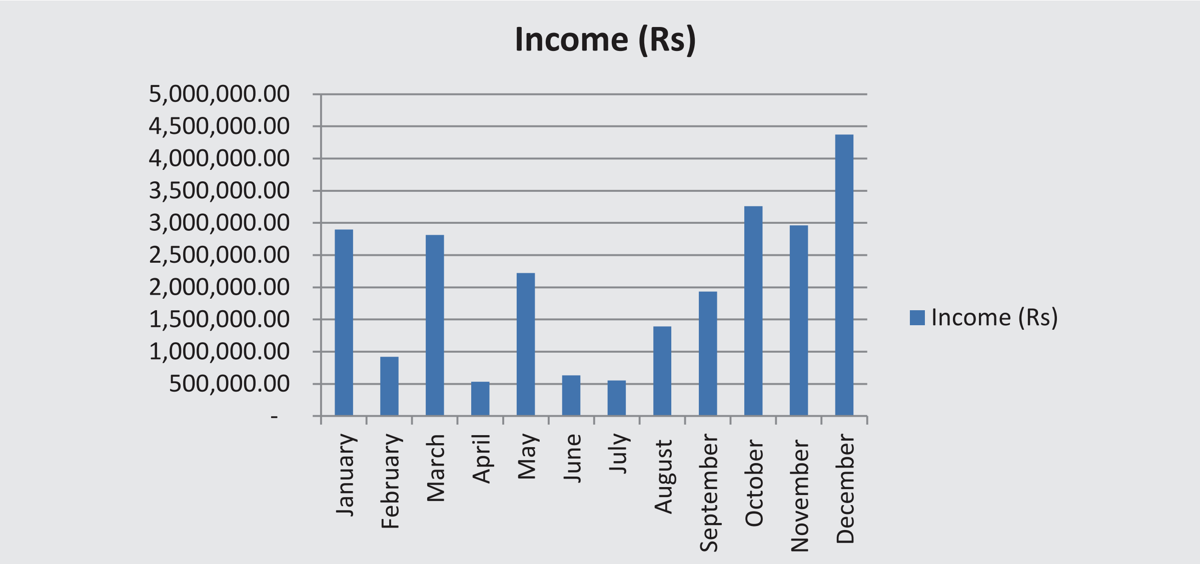
S.No	Name of the programme	Date conducted	No. of participants
01	Latest developments in labour laws	2022.10.01	29
02	Latest developments in labour laws	2022.12.13	08

The gross income from training programmes from January to December 2022 by programmes conducted is as follows ((Given in rupees)

Graph 2.1 Overall gross income of programmes of the year 2022



Graph 2.2 Monthly Gross income of training programmes of the year 2022 (Rupees)



Graph 2.2 Gross income of training programmes of 2022

Decent Work Programme

Year 2022

In the year 2022, Rs. 1.13 million had been allocated to the Decent work Project and the following projects were carried out spending Rs. 1.05 million. The programmes had to be implemented amidst many difficulties stemming from the economic crisis and fuel shortages that prevailed in the years 2021 as well as 2022.

S.No	Programme	Selected institution	Progress
01	Creating a qualitative working environment for improving employer-employee relationships	Loji Plantations, Talawakele	Having conducted 2 programmes in the year 2022 in this institution, preliminary training activities have been completed. Plans have been drawn up to continue with the remaining activities of the plan in the year 2023.
02	Creating a qualitative working environment for improving employer	Summerset Plantations, Talawakele	Preliminary round of training for employees of this estate and tea factory belonging to Talawakele Plantations has been completed* and the management has agreed to implement the remaining work of the plan in the year 2023.

03	Creating a qualitative working environment for improving employer	Kiriwanagaha Plantations, Talawakele	Training employees of this plantation company has been completed in two rounds. It is currently being maintained profitably with sound industrial relations. The future activities of the plan are scheduled to be implemented in the year 2023.
04	Creating a qualitative working environment for improving employer	Elpitiya Plantations, Medakumbura Plantations, Pundaluoya	Programmes were conducted subsequent to the identification of requirements in two preliminary rounds for selected groups of employees of offices, tea factories and tea plantations of these plantation companies and as of now the quality of the institution has been elevated due to improved employer-employee relationships. The management has agreed to implement the remaining work of the plan in the year 2023.
05	Creating a qualitative working environment for improving employer	Adaladeniya Plantations Private Limited	This company owns 07 tea factories and programmes were conducted in 02 selected factories under three stages in the years 2021 and 2022 and implemented qualitative tools and productive tools. The management has agreed to implement the remaining work of the plan in the year 2023.
06	Creating a qualitative working environment for improving employer	Millakanda Plantations, Horana	Only one training programme was implemented at Millakanda Tea Factory, Bulathsinhala of this plantation company. Though plans were drawn up to conduct programmes in tea plantations at Nuwaraeliya and Talawakele, they could not be implemented in the year 2022 due to labour disputes and it has been agreed to work according to the plan in tea and rubber factories in the year 2023.

The following group served as resource persons in implementing the above work plan.

i. Mr. D.M.L.S.B. Jayaratne - General Manager, MASS Group
ii. Mr. M.G.R.W. Abeyratne - Senior Labour Officer
iii. Mr. J.K. Jayaweera - Assistant Director (Training), Ministry of Education
iv. Mr. M.S. Mohammed Bishrin - Management Consultant
v. Mr. Ranga Thushara - Productivity Promotion Officer
vi. Mr. S.A.D. Priyantha Kumara - Assistant Director, National Institute of Labour Studies
vii. Mr. Lakshman Wijesinghe - Senior Engineer, Presidential Awards Winner (Inventor)

A matter worth noting is that some workers of tea factories and estates have even framed and hung the certificates they received.

Training programmes have been conducted at a minimal level at these tea estates and tea factories and it was observed that which in turn has resulted in reduced profitability and industrial disputes and the continuous implantation of programmes of this nature will contribute to increased profitability and better industrial relations which in turn will directly boost foreign exchange earnings.

Letters of appreciation received from institutions in which the above programmes were implemented and photographs taken during the programmes are annexed hereto.

Photographs of Decent Work Programme

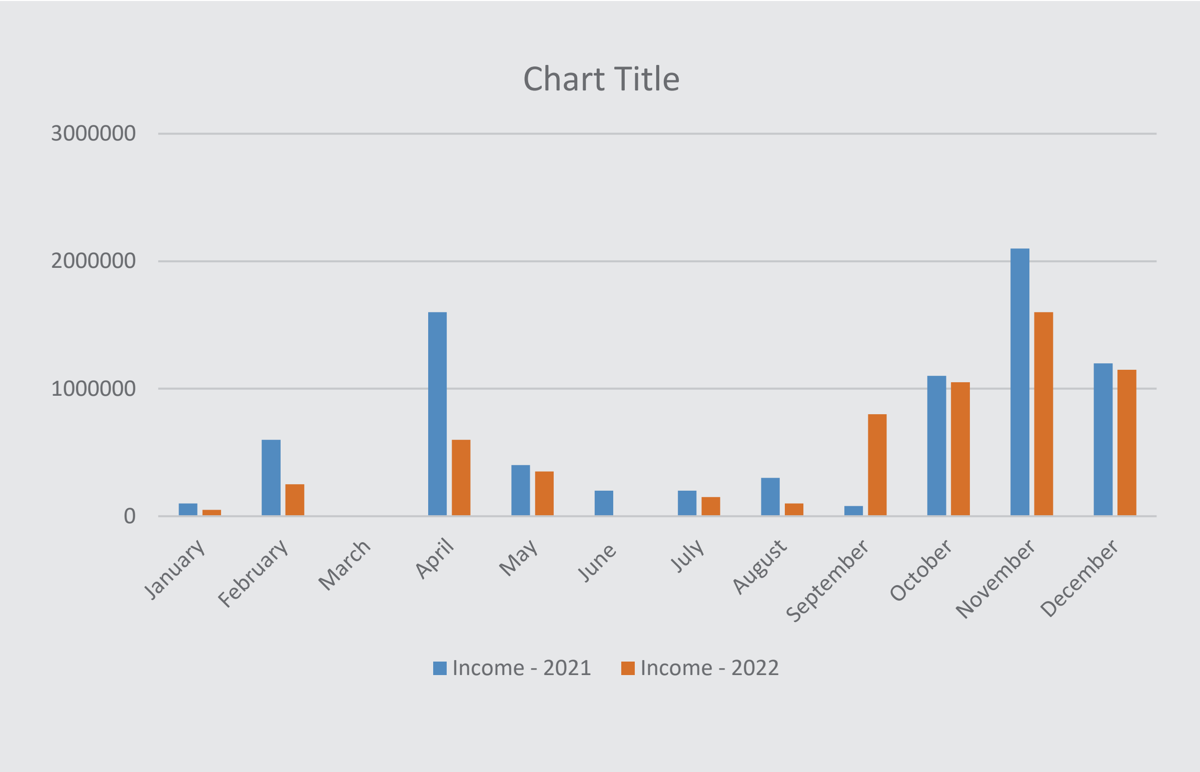
	Programme	Project No.	Date	No. of participants
1	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/01	2022.09.15	42
2	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/02	2022.09.16	33
3	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/03	2022.09.06	40
4	Establishing industrial peace through qualitative work environment.	NILS/22/TR/DW/04	2022.09.07	42
5	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/05	2022.09.08	38
6	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/06	2022.09.09	28
7	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/07	2022.09.24	60
8	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/08	2022.10.03	57
9	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/09	2022.11.21	40
10	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/10	2022.11.22	40
11	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/11	2022.11.28	30
12	Establishing industrial peace through qualitative work environment	NILS/22/TR/DW/12	2022.12.24	25
				475

2.2 Examinations

National Institute of Labour Studies has been conducting examinations for public corporations, statutory institutions and private sector entities for many years upon requests. Amongst the examinations thus conducted upon institutional requirements are examinations for recruitment of staff, efficiency bar examinations, assessment and service promotion examinations. Further, examinations relevant to the diploma and certificate courses conducted by the Institute are also held ensuring confidentiality of examinations whilst offering speedy service to its clients.

Despite the economic crisis prevailed in the year 2022, thirty nine examinations were held in the year and an income of Rs. 7.6 million was generated through examinations conducted for external institutions. The total of 2153 candidates sat for these examinations.

Graph 2.3 Gross income of examination activities of the year 2022



National Institute of Labour Studies

Examination details 2022

No	Name of examination	Date examination was conducted	No of question papers	No. of candidates
1	Coconut Development Authority - Efficiency bar examination	2022.01.22	13	17
2	Department of Labour - Efficiency bar examination	2022.02.10	1	10
3	Department of Labour - Efficiency bar examination	2022.02.20	7	156
4	Sri Lanka Sports Medicine Institute - Efficiency bar examination	2022.03.24	2	3
5	State Ministry of Rural & School Sports	2022.04.09	2	57
6	Anti-Doping Agency - Efficiency bar examination	2022.04.09	2	6
7	National Water Supply & Drainage Board - Efficiency bar examination	2022.04.23		
8	Shrama Vasana Fund - Efficiency bar examination	2022.04.29	2	57

9	National Water Supply & Drainage Board - Efficiency bar examination	2022.05.04	1	26
10	Land Use Policy Planning Department - Efficiency bar examination	2022.05.09	1	2
11	National Science Foundation	2022.06.07	15	30
12	Ministry of Education- Efficiency bar examination	2022.07.08	1	3
13	Ministry of Education- Efficiency bar examination	2022.07.11	3	1
14	National Water Supply & Drainage Board –MA/ACC	2022.08.28	2	90
15	Ministry of Education- Efficiency bar examination	2022.09.08	2	1
16	Sports Medicine Institute	2022.09.15	1	1
17	National Water Supply & Drainage Board - Efficiency bar examination	2022.09.17	2	248
18	Ministry of Women & Children's Affairs - Efficiency bar examination	2022.09.20	6	2
19	National Water Supply & Drainage Board	2022.09.23	7	6
20	Land Use Policy Planning Department - Efficiency bar examination	2022.09.27	1	48
21	National Water Supply & Drainage Board	2022.10.22	1	400
22	Paranthan Chemical Factory	2022.10.26	9	14
23	Paranthan Chemical Factory	2022.10.26	2	2
24	Sugathadasa Sports Complex - Efficiency bar examination	2022.11.05	12	18
25	National Savings Bank - Efficiency bar examination	2022.11.15	2	2
26	Ministry of Education - Efficiency bar examination	2022.11.17	3	234
27	Ministry of Education - Efficiency bar examination	2022.11.19	1	230
28	Sri Lanka Standards Institute- Efficiency bar examination			
29	Assistant Commissioner of Labour - Efficiency bar examination	2022.11.19 2022.12.01/03/10	17	94
30	Department of Textile Industries - Efficiency bar examination	2022.11.28/29/30	7	9
31	Legal officer - Labour Ministy	2022.12.03	5	28
32	Slaasmb - EB Examination	2012.12.08	1	2
33	Grade Promotion = Water Board- MA (ACC/AUD)	2022.12.13	6	5

34	Sri Lanka Institute of Advanced Technological Education	2022.12.16		90
35	Central Environmental Authority	2022.12.16/17	8	56
36	Tower Hall Foundation - Efficiency bar examination	2022.12.17	3	1
37	Department of Social Services - Efficiency bar examination	2022.12.20	12	11
38	National Institute of Occupational Safety & Health	2022.12.23	3	189
39	National Institute of Occupational Safety & Health	2012.12.29	1	4
	Total number of examinations in 2022		166	2153

CHAPTER THREE

Financial Performance

Overall Financial Performance for the year ended 31 December 2022

3.1 Statement of Financial Performance for the period ended 31.12.2022

	Note	2022 Rs.	2021 Rs.
Operating revenue			
Revenue	4	40,319,466.87	28,364,579.32
Recurrent - reimbursement		11,155,098.92	10,000,000.00
Total revenue		**51,474,565.79**	**38,364,579.32**
Operating expenses			
Personal emoluments	6	11,849,681.61	11,318,029.73
Travelling	7	28,830.00	5,700.00
Supplies and consumables used	8	1,846,035.15	1,016,993.63
Maintenance	9	1,779,861.22	867,762.38
Contractual services	10	5,306,465.95	5,354,261.71
Depreciation an amortization	11	3,263,669.50	1,406,568.12
Other operational expenditure	12	1,408,706.85	1,099,780.43
Programme activities	13	7,117,175.49	4,186,055.24
Total operating expenses		**32,600,425.77**	**25,255,151.24**
Net surplus (deficit)		**18,874,140.02**	**13,109,428.08**

3.2 Statement of Financial Position as at 31.12.2022

	Note	2022 Rs.	2021 Rs.
Assets			
Non current assets			
Propety, plant and equipment	14	28,130,785.55	16,960,264.07
Deposit Invesment	22	74,057,129.11	**55,797,972.59**
Current assets			
Inventories	15	661,434.59	807,248.54
Receivables	16	9,022,496.95	4,166,068.37
Cash advances	17	2,032,746.98	2,928,138.96
Total assets		**113,904,593.18**	**80,659,692.53**
Liabilities			
Current liabilities			
Current liabilities	18	1,200,000.00	452,000.00
Received in advance	19	1,678,703.52	2,652,580.68
Accrued expenditure	23	**1,602,002.50**	1,373,327.50
		4,480,706.02	**4,477,908.18**
Total net assets		**109,423,887.16**	**76,181,784.35**
Net assets/equity			
Accumulated fund			
Balance B/F as at 01.01.2020		76,181,784.35	54,919,918.83
Adjustments for previous years	20	56,038.10	(2,668,841.71)
Adjusted balance as at 01.01.2022		76,237,822.45	52,251,077.12
Treasury grant			
Capital reimbursement		2,936,334.69	1,000,000.00
Under decent work			9,821,279.15
Revaluation Reserves (Valuation)		11,375,590.00	
Surplus/deficit for the year		18,874,140.02	13,109,428.08
		109,423,887.16	**76,181,784.35**

The accounting policies on page 07 to 09 and notes on pages 10 to 36 form an integral part of this financial statement. The Board of Directors are responsible for the preparation and presentation of these Financial Statements in accordance with the Sri Lanka Public Sector Accounting Standards (SLPSAs). These financial statements were approved by the Board of Directors and signed on their behalf.

Lankika Weerasinghe
Accountant
National Institute of Labour Studies
02nd Floor, Labour Secretariat,
Narahenpita, Colombo 05.

Lankika Weerasinghe
Accountant

B.K. Prabath Chandrakeerthi
(Attorney-at-Law)
Commissioner General of Labour
Department of Labour
Colombo 05.

B.K. Prabath Chandrakeerthi
Deputy Chairman

W.M.D. Suranga Gunarathne
Director General
National Institute of Labour Studies
2nd Floor, Labour Secretariat
Narahenpita, Colombo 05

W.M.C. Suranga Gunarathna
Director General

R P A Wimalaweera
Secretary
Ministry of Labour and Foreign Employment
7th Floor, "Mehewara Piyesa"
Narahenpita, Colombo 05.

R.P.A. Wimalaweera
Chairman

3.3 Statement of Cash flows

	Note	2022 Rs.	2021 Rs.
Cash flow from operating activities			
Surplus/ (Deficit) from operating activities		18,874,140.02	13,109,428.08
Adjustment for:			
Depreciation	11	3,263,669.50	1,406,568.12
Interest income from fixed deposit	22	(8,225,306.97)	(2,532,852.53)
Loss on Disposal (Disposal of goods)		536,848.70	**386,776.56**
Retirement benefits	23	228,675.00	**316,482.50**
Non cash Adjustment – Fixed Deposit Interest	20	8,934.33	
Operating Profit before working Capital Charges		**14,686,960.58**	**12,686,402.73**
Increase/Descrease in Working Capital			
Operating profit before working capital charges	15	145,813.95	280,180.91
Increase/Descrease in Working Capital	21	(149,212.46)	(1,752,505.41)
(Increase)/decrease in inventories	18	748,000.00	(1,166,086.25)
(Increase)/decrease in receivables	19	(973,877.16)	(3,427,311.26)
Previous year adjustments	23		**1,056,845.00**
Previous year adjustments	20	**56,038.10**	**(2,668,841.71)**
(Disposal / Property / Fixed assets)			**1,924,207.64**
Net cash flow from financing activities		**14,513,723.01**	**6,932,891.65**
Finance cost		-	-
Net cash flows from operating activities		**14,513,723.01**	**6,932,891.65**
Fixed deposit investment		-	-
Net cash flow from investing activities			
Disposal of property, machinery and goods	14.1	(3,595,449.68)	(10,821,279.15)
Fixed deposit investment	22	(14,750,000.00)	(14,500,000.00)
Net cash flow from financing activities		**(18,345,449.68)**	**(25,321,279.15)**
Cash Flows from Financing Activities			
Treasury Grant - Capital		2,936,334.69	10,821,279.15
Net Cash Flow from Financing Activities		**2,936,334.69**	**10,821,279.15**
Net increase/(decrease) in cash & cash equivalents		**(895,391.98)**	**(7,567,108.35)**
Cash & cash equivalents at the beginning of the year	17	**2,928,138.96**	**10,495,247.31**
Cash & cash equivalents at the end of the year	**17**	**2,032,746.98**	**2,928,138.96**

3.4 Notes to Financial Statements

3.4.1 Institutional Information

3.4.1.1 General Introduction

National Institute of Labour Studies is a statutory institute under the purview of the Ministry of Labour. Having restructured the Employee Education Division of the Labour Department, NILS was established as a separate entity in September 2007 under the Ministry in charge of the subject of Labour and was incorporated by the Act, No 12 of 2010 adopted by Parliament giving the Institute legal effect. In terms of the provisions of the Act, the Institute is administered by a Board of Governors consisting of tripartite stakeholders, i.e. the employers, employees and trade unions which represent public sector workers. Currently , it is housed at second floor, Labour Secretariat, Narahelpita, Colombo 05.

3.4.1.2 Principal activities and Nature of Operations

The primary functions of the Institute are to conduct diverse training programmes in relation to the field of labour law and industrial relations, enhance workplace productivity and preparing publications.

3.4.1.3 Staff of the Institute

Though NILS launched its operational activities in September 2007, the cadre of the Institute was formally approved only in March 2014. In the interim, an operational staff was assigned to the Institute by the Ministry of Labour and the Department of Labour and their salaries were paid by the two respective institutions. Hence, the wages, salaries and allowances indicated in the financial statements are paid by NILS as well as the Ministry of Labour and the Department of Labour.

3.4.1.4 Financial management of NILS

The financial management of the institution was carried out by the Ministry of Labour until 30 September 2011. (Due to staff shortage and other constraints)

3.4.2. Basis of Preparation

3.4.2.1 Statement of Compliance

The financial statements of NILS comprise the Statement of Financial Position, Statement of Financial Performance, Statement of Cash Flows, Statement Changes in Equity and notes to financial statements. These statements were prepared in accordance with the Sri Lanka Public Sector Accounting Standards prescribed by the Institute of Chartered Accountants of Sri Lanka.

3.4.2.2 Basis for Measurement

The financial statements have been prepared on accrual basis and adjustments have been made towards inflationary factors.

3.4.2.3 Going Concern

The directors have made an assessment of the Institute's ability to continue as a going concern and they do not either intend to liquidate the Institute or to cease its operations.

3.4.2.4 **Comparative Information**

The Institute regularly updates its accounting policies and as such they are not consistent with those used in the preceding year. Data, information and statements of the previous year are reclassified and used only when it is required to conform with the current year in order to provide a better presentation.

3.4.2.5 Functional and Presentation Currency

The financial statements are presented in Sri Lankan Rupees, which is the functional and presentation currency of NILS.

3.4.2.6 Accounting policies of significance

The following accounting policies have been applied conforming to all periods for which these financial statements have been presented.

3.4.3.1 Property, Plant and Equipment

The cost of property, plant and equipment comprises its purchase price and any directly attributable cost of bringing the asset to working condition for its intended use. All items of property, plant and equipment are initially recorded at cost less accumulated depreciation or impairment losses. Items of property, plant and equipment are stated at cost or at fair value less accumulated depreciation or impairment losses. When significant parts of property, plant and equipment are required to be replaced at intervals, the entity derecognizes the replaced part, and recognizes the new part with its own associated useful life and depreciation. At the end of each financial year, lands and buildings whose fair value can be measured reliably, are carried at revalued amount at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Further, in terms of Sri Lanka Public Sector Accounting Standard 7 (SLPSAS 7) depreciation is charged to the statement of comprehensive income on the straight line method at the following rates per annum in order to write off the cost of such assets over their estimated useful lives.

Principal annual rates used are as follows.

Table 3.1

	2022
Machinery and equipment	10 years
Furniture and fittings	13 years (7.5%)
Computers	10 years
Name boards and other	03 years
Books	05 years

The Department of Valuation revalued plant, property and equipment as at 02.10.2013 and the relevant report was issued on 07.01.2014.

3.4.3.2 Inventories

Inventories used during the financial year have been charged to the income and expenditure statement at cost.

3.4.3.3 Cash and cash equivalents

Cash and cash equivalents consist of cash at hand cash deposited in banks.

3.4.3.4 Liabilities and Provisions

Liabilities are recognized in the balance sheet when there is a present obligation arising from past event, the settlement of which is expected to result in an outflow of resources embodying economic benefits. Obligations payable at the demand of the creditor or within one year of the balance sheet date are treated as current liabilities in the balance sheet. A provision is recognized in the balance sheet when the Institute has a legal or constructive obligation as a result of a past event and it is probable that an outflow of economic benefits for which a reliable estimate could be made is required to settle the obligation.

4.4.3.5 Revenue Recognition

Revenue is recognized to the extent that it is probable that the economic benefits will flow to the institute from the sale of goods/services where goods have been provided and transferred. Receipts and receivables at fair value, deductions made from taxes collected from the government of Sri Lanka and sales are indicated as sales.

Income base

Revenue is calculated on an accrual basis when payments are made to course participants. Due to unavoidable reasons some participants drop out of the course before completion of the scheduled period and some course fees are not recoverable due to various reasons. These receipts are not considered as income. However, in such cases action will be taken to recover the remaining amount if possible. The total income of the course is determined for the year of the course.

4.4.3.6 Basis for Revenue

Income is computed on accrual basis when the participants make payments. Due to unavoidable circumstances, some participants heave the course before the completion and some course fees cannot be recovered due to variety of reasons. These receivables have not been considered as revenue. However, on such occasions, action is taken to recover balance amounts it is possible. The overall income of the course is determined for the year of the course.

3.4.3.7 Receivables

Trade receivables are stated at the amounts that they are estimated net of allowances for bad and doubtful receivables. Other receivables and dues from related parties are recognized at cost less allowances for bad and doubtful receivables.

3.4.3.8 Defined Contribution Plans

A defined Contribution Plan is a post-employment benefit plan under which an entity pays fixed contribution to a separate entity and will have no legal or constructive obligation to pay further amounts. Obligations for contributions to Employees' Provident Fund covering all employees are recognized as expenses in profit or loss as incurred. The Institute contributes 12% and 3%

of gross emoluments of employees as respectively to the Employees' Provident Fund and the Employees' Trust Fund.

3.4.3.9 Statement of Cash Flows

The Statement of Cash Flows has been prepared in accordance with Sri Lanka Public Sector Accounting Standards.

CHAPTER FOUR

Audit Report

ජාතික විගණන කාර්යාලය
தேசிய கணக்காய்வு அலுவலகம்
NATIONAL AUDIT OFFICE

මගේ අංකය
எனது இல.
My No. LSW/B/NILS/SR/01/2022

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date 19 May 2023

Chairman
National Institute of Labour Studies

Report of the Auditor General on the Financial Statements and other legal and regulatory requirements of the National Institute of Labour Studies for the year ended 31 December 2022 in terms of Section 12 of the National Audit Act No. 19 of 2018.

The above report is sent herewith.

W.P.C. Wickremaratne
Auditor General

අංක 306/72, පොල්දූව පාර, බත්තරමුල්ල, ශ්‍රී ලංකාව. இல. 306/72, பொல்துவ வீதி, பத்தரமுல்லை, இலங்கை. No. 306/72, Polduwa Road, Battaramulla, Sri Lanka.
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ජාතික විගණන කාර්යාලය
தேசிய கணக்காய்வு அலுவலகம்
NATIONAL AUDIT OFFICE

මගේ අංකය / எனது இல. / My No. } LSW/B/NILS/SR/01/2022 ඔබේ අංකය / உமது இல. / Your No. } දිනය / திகதி / Date } 19 May 2023

Chairman
National Institute of Labour Studies

Report of the Auditor General on the Financial Statements and other legal and regulatory requirements of the National Institute of Labour Studies for the year ended 31 December 2022 in terms of Section 12 of the National Audit Act No. 19 of 2018.

1. Financial Statements

1.1 Opinion

The audit of the financial statements of the National Institute of Labour Studies for the year ended 31 December 2022 comprising the statement of financial position as at 31 December 2022 and the statement of financial performance, statement of changes in equity and cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, was carried out under my direction in pursuance of provisions in Article 154 (1) of the Constitution of the Democratic Socialist Republic of Sri Lanka, read in conjunction with provisions of the National Audit Act No. 19 of 2018 and Finance Act No. 38 of 1971. In terms of Article 154 (6) of the constitution, my report will be tabled in Parliament in due course.

In my opinion, except for the effects of the matters described in section on qualified opinion of my report, the accompanying financial statements give a true and fair view of the financial position of the Institute as at 31 December 2022, and of its financial performance and its cash flows for the year then ended in accordance with Sri Lanka Public Sector Accounting Standards.

අංක 306/72, පොල්දූව පාර, බත්තරමුල්ල, ශ්‍රී ලංකාව. இல. 306/72, பொல்தூவ வீதி, பத்தரமுல்லை, இலங்கை. No. 306/72, Polduwa Road, Battaramulla, Sri Lanka.
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1.2 Basis for qualified opinion

(a) Although Accounting Policy No. 3.5 states that revenue from the sale of goods/ services is recognized when the goods are delivered and ownership is transferred, in the sample examination conducted in relation to Diploma in Business Management Sinhala and Tamil, the profit for the year under review was recognized on the basis of receipt of cash instead of on the basis of completion of modules and as a result the profit for the year under review was overstated by. Rs.204,000.

(b) During the year, a sum of Rs. 56,000 had been received from a student for the Business Management Sinhala Diploma course. Only one of the 12 modules of the course had been completed in the current year, but the annual profit was overstated by Rs.52,000 as the entire course fee was recognized as income.

(c) As Rs. 20,000 received from 5 applicants in the year under review for the Business Management Sinhala Diploma not being identified as revenue, the profit was understated.

(d) Due to the audit fee of Rs.162,200 for the financial year 2020 was recognized as an expense in the year under review without being provisioned, the profit for the year under review was understated by that amount.

1.3 Other information contained in the Annual Report 2022 of the Institute

Other information means information, though included in the Annual Report 2022 of the Institute which is expected to be handed over to me after the date of this audit but not included in the financial statements and in my audit report thereon. Those charged with management shall be responsible for other information.

My opinion on the financial statements does not cover other information and I do not provide an assurance of any manner or express an opinion thereon.

My responsibility in relation to my audit regarding financial statements is to read other information whenever available and consider whether there are material inconsistencies between the financial statements or my knowledge gained otherwise and other information.

In reading the annual report 2022 of the Institute, if I concluded that there are material misstatements, such matters shall be communicated to those charged with management. If there still are misstatements which have still not been corrected, they will be included in the report to be tabled in Parliament by me in due course in terms of Article 154(6) of the Constitution.

1.4 Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with the Sri Lanka Public Sector Accounting Standards, and for such internal control as management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Institute's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intend to liquidate the Institute or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Institute's financial reporting process.

As per the sub Section 16 (1) of the National Audit Act No. 19 of 2018, the Institute is required to maintain proper books and records of all its income, expenditure, assets and liabilities, to enable annual and periodic financial statements to be prepared of the Institute.

1.5 Auditor's Responsibility for the Audit of the Financial Statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Institute's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.

- Conclude on the appropriateness of the management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Institution's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Institute to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I will communicate with those charged with governance regarding the significant audit findings, including any significant deficiencies in internal control that I have identified during the audit.

2. Report on other legal and regulatory requirements

2.1 Special provisions are included in respect of the following requirements in the National Audit Act No. 19 of 2018.

2.1.1 A. In terms of the requirements of section 12 (a) of the National Audit Act No. 19 of 2018, I obtained all information and explanations required for the audit and as far as it appears from my inspection, the Authority had maintained proper financial reports.

2.1.2 In terms of the requirement indicated in Section 6(1)(d) (iii) of the National Audit Act No. 19 of 2018, the financial statements presented by the Institute are consistent with the preceding year.

2.1.3 The recommendations made by me in the previous year have been included in the financial statements as per the requirement of Section 6(1)(d) (iv) of the National Audit Act No. 19 of 2018.

2.2 On the basis of the procedures followed and evidence obtained and being restricted within the material matters, nothing that warrants the making of the following statements did not come to my attention.

2.2.1 In terms of the requirement of section 12 (d) of the National Audit Act No. 19 of 2018, whether any member of the governing body of the Institute has any interest, direct or otherwise, outside normal business status in any contract entered into by the Institute.

2.2.2 In terms of the requirement of section 12 (f) of the National Audit Act No. 19 of 2018, except for the following observations, whether the Institute has not complied with any applicable written law, or other general or special directions issued by the governing body of the Institute;

Reference to the laws, rules , regulations etc.	Observations
(i) Subsection 16(1) of NILS Act, No. 12 of 2010	Though the Board can appoint such number of Technical Committees as are necessary for the purpose of carrying out the functions under this Act, such committees had not been established in compliance thereof.

2.2.3 In terms of the requirement of Section 12(g) of the National Audit Act No. 19 of 2018, whether the Institute has not performed according to its powers, functions and duties, except for the following observations.

Reference to the laws, rules , regulations etc.	Observations
(a) National Institute of Labour Studies Act, No.12 of 2010 (i) Subsection 3 (d)	Although the establishment and maintenance of library and information services is one of the main objectives of the institute, the institute had not implemented such a library and information service until 31 March 2023.
(ii) Subsection 3 (e)	Although there should be close cooperation between national and foreign institutions, associations and societies with similar objectives, such programs had not been formally implemented.
(iii) Subsection 4 (g)	Though agreements should have been entered into with other institutions located in Sri Lanka or abroad for the purpose of exchange and training, research and consultancy services and generally for furthering their common objectives with other institutions with objectives wholly or partially similar to the objectives of the Institute, it had not been done.

2.2.4 In terms of the requirement of Section 12 (f) of the National Audit Act No. 19 of 2018, whether the resources of the Authority had not been procured and utilized economically, efficiently and effectively within the time frames and in compliance with the applicable laws.

2.3 Other Matters

(a) As per the recruitment scheme there is a permanent post for the post of Director General. It is the highest executive post with overall responsibility and accountability for the administration of the institution and the institution has not recruited a permanent officer for this post thus far. It was observed that due to non-recruitment of officers for the posts of Program Officer and Assistant Director of Examination Division, duties are not being performed properly.

(b) Although a research publication and project division was established in July 2020 in order to achieve the objective of establishing the institute, it was problematic to achieve the desired objectives as no officer has been formally employed till the date of audit.

W.P.C. Wickremaratne
Auditor General

ජාතික ශ්‍රම අධ්‍යයන ආයතනය
தேசிய தொழில் கற்கைகள் நிறுவகம்
National Institute of Labour Studies

ජාතික ශ්‍රම අධ්‍යයන ආයතනය කම්කරු අමාත්‍යාංශය යටතේ ක්‍රියාත්මක වන ව්‍යවස්ථාපිත ආයතනයකි. මෙම ආයතනය 2007 සැප්තැම්බර් 11 වන දින ස්ථාපිත කරන ලද අතර 2010 අංක 12 දරන ජාතික ශ්‍රම අධ්‍යයන ආයතන පනත මඟින් බලාත්මක කරන ලදී. කම්කරු ක්ෂේත්‍රයේ ත්‍රෛපාර්ශව හවුල්කරුවන් වන සේව්‍ය, සේවක හා රජයේ සේවකයින්ගෙන් සැදුම්ලත් පාලක මණ්ඩලයක් මඟින් පාලනය වේ. කම්කරු අණපනත්, නීති රීති රෙගුලාසි පිළිබඳව දැනුවත්, ඵලදායී ශ්‍රම බලකායක් නිර්මාණය කිරීම සඳහා අවශ්‍ය පුහුණු හා පර්යේෂණ කටයුතු සැලසුම් කිරීම සහ ක්‍රියාත්මක කිරීම මෙම ආයතනයේ මූලික කාර්යභාරයයි.

தேசிய தொழில் கற்கைகள் நிறுவகமானது, தொழில் அமைச்சின் அதிகாரத்தின் கீழ் வருகின்ற நியதிச்சட்ட அமைப்பொன்றாகும். இந்த நிறுவகம், 2007 செப்ரெம்பர் 11 ஆம் திகதி தாபிக்கப்பட்டிருந்ததுடன், 2010 ஆம் ஆண்டின் 12 ஆம் இலக்க தேசிய தொழில் கற்கைகள் சட்டத்தினால் வலுப்படுத்தப்பட்டிருந்தது. இந்த நிறுவகம், முத்தரப்பு அக்கறைதாரர்களான தொழில்தருநர்கள், பணியாளர்கள் மற்றும் அரச அலுவலர்களைக் கொண்ட ஆளுநர் சபையினால் நிருவகிக்கப்படுகின்றது. இந்நிறுவகத்தின் பிரதான பணி, தொழில் சட்டங்கள், கட்டளைச்சட்டங்கள், சட்டங்கள், விதிகள் மற்றும் ஒழுங்குவிதிகள் பற்றி அறிந்துள்ள பயனுறுதிவாய்ந்த, ஆக்கத்திறனுள்ள தொழில் அணியொன்றை உருவாக்குவதற்குத் தேவையான பயிற்சி மற்றும் ஆய்வு நடவடிக்கைகளை வடிவமைப்பதும், நடைமுறைப்படுத்துவதுமாகும்,

The National Institute of Labour Studies is a statutory body functioning under the Ministry of Labor. This Institute was established on 11 September 2007 and was empowered by the National Institute of Labour Studies Act No. 12 of 2010. This Institute is governed by a governing body consisting of the tripartite partners, the employers, the employees and the public servants. The primary role of this Institute is to design and implement the training and research activities required to create an effective and productive workforce that is aware of labour Acts, Ordinance, laws, rules and regulations.

2 වන මහල, කම්කරු මහලේකම් කාර්යාලය, කොළඹ 05.
2 ஆவது தளம் தொழில் செயலகம், கொழும்பு 05.
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